

Vermont State Program Report Summary Fiscal Year 2002

Version: 2 **Allotment:** \$618,945
Total Projects: 20 **Total LSTA Funds Entered:** \$618,945

	Project # / %	LSTA Funds \$ / %
Statewide	20 / 100%	\$618,945 / 100%
Partnership	3 / 15%	\$35,978 / 6%
Exemplary	4 / 20%	\$116,884 / 19%
OBE-Related	0 / 0%	\$0 / 0%

Section 1 | Grant Award Summary

Public Library Grants

Number of Libraries Submitting: 8	Total Libraries Receiving Grants: 8
Number of Applications: 8	Total Number of Grants Funded: 8
Total Requested: \$4,968	Total Awarded: \$4,968

Parent Libraries Receiving Grants: 0	Child Libraries Receiving Grants: 8
Parent Number of Grants Funded: 0	Child Number of Grants Funded: 8
	Parent/Child Total Awarded: \$4,968

Single Libraries Receiving Grants: 0
 Single Number of Grants Funded: 0
 Single Total Awarded: \$0

School Library Grants

Number of Libraries Submitting: 0	Total Libraries Receiving Grants: 0
Number of Applications: 0	Total Number of Grants Funded: 0
Total Requested: \$0	Total Awarded: \$0

Parent Libraries Receiving Grants: 0	Child Libraries Receiving Grants: 0
Parent Number of Grants Funded: 0	Child Number of Grants Funded: 0
	Parent/Child Total Awarded: \$0

Single Libraries Receiving Grants: 0
 Single Number of Grants Funded: 0
 Single Total Awarded: \$0

Academic Library Grants

Number of Libraries Submitting: 1	Total Libraries Receiving Grants: 1
Number of Applications: 1	Total Number of Grants Funded: 1
Total Requested: \$10,000	Total Awarded: \$10,000

Parent Libraries Receiving Grants: 0	Child Libraries Receiving Grants: 1
Parent Number of Grants Funded: 0	Child Number of Grants Funded: 1
	Parent/Child Total Awarded: \$10,000

Single Libraries Receiving Grants: 0
 Single Number of Grants Funded: 0
 Single Total Awarded: \$0

Special Library Grants

Number of Libraries Submitting: 0	Total Libraries Receiving Grants: 0
Number of Applications: 0	Total Number of Grants Funded: 0
Total Requested: \$0	Total Awarded: \$0
Parent Libraries Receiving Grants: 0	Child Libraries Receiving Grants: 0
Parent Number of Grants Funded: 0	Child Number of Grants Funded: 0
	Parent/Child Total Awarded: \$0
Single Libraries Receiving Grants: 0	
Single Number of Grants Funded: 0	
Single Total Awarded: \$0	

Multi-Type Library Grants

Number of Libraries Submitting: 0	Total Libraries Receiving Grants: 0
Number of Applications: 0	Total Number of Grants Funded: 0
Total Requested: \$0	Total Awarded: \$0
Parent Libraries Receiving Grants: 0	Child Libraries Receiving Grants: 0
Parent Number of Grants Funded: 0	Child Number of Grants Funded: 0
	Parent/Child Total Awarded: \$0
Single Libraries Receiving Grants: 0	
Single Number of Grants Funded: 0	
Single Total Awarded: \$0	

SLAA Library Grants

Number of Libraries Submitting: 1	Total Libraries Receiving Grants: 1
Number of Applications: 11	Total Number of Grants Funded: 11
Total Requested: \$603,977	Total Awarded: \$603,977
Parent Libraries Receiving Grants: 1	Child Libraries Receiving Grants: 1
Parent Number of Grants Funded: 2	Child Number of Grants Funded: 1
	Parent/Child Total Awarded: \$25,978
Single Libraries Receiving Grants: 1	
Single Number of Grants Funded: 8	
Single Total Awarded: \$577,999	

Title (* = Parent Project)	LSTA Funds
Administration of LSTA	\$2,230
Basic Telecommunications Grants - Year 2*	\$4,968
Reference & Interlibrary Loan Services	\$95,618
Reference & Interlibrary Loan Services - DOL/UVM Access Office*	\$35,978
Special Services to the Visually & Physically Handicapped & State-Supported Institutions	\$95,040
Statewide Library Development - Children's Services	\$34,482
Statewide Library Development - Continuing Education	\$16,702
Statewide Library Development - Regional Library Services	\$96,141
Technical Services Unit - Card/MARC/Union Catalog Service	\$80,906
Vermont Automated Libraries System & Services (VALS)	\$156,880

Section 3 | Project Reports

Project Title: Administration of LSTA

Project Number: DOL - 02_03

Library Name: State of Vermont Dept. of Libraries

Project Director: Sybil Brigham McShane

Phone Number: 802-828-3265

Email: sybil.mcshane@dol.state.vt.us

Library Building:

LSTA Funds Awarded: \$2,230 **Cash Match:** \$

In Kind Contributions: \$ **Total Cost:** \$2,230

Number of Persons Served:

LSTA Purpose: Services for lifelong learning

State Goal: Coordinate/facilitate
planning/administration/evaluation of LSTA

IMLS Primary Performance Category: Enhance a lifetime of learning opportunities

IMLS Secondary Performance Category: Strengthen communities

Primary Users: Library staff and volunteers, Rural populations,
Statewide public

Secondary Users:

Primary Services: Information Access and Services, Library
Development, Staff Development Education and
Training

Secondary Services: Reference services, Library science education
and skills, Marketing and promotion of library
services, Database access, Management skills,
Technical skills, Strategic planning

Start Date: 2/1/02 **End Date:** 1/31/03

Statewide? ☒ **Partnership?** ☐ **Exemplary?** ☐ **OBE-Related?** ☐

Project Purpose: The VT Department of Libraries is the agency of
the of Vermont state government with
statutory authority under 22 VSA §605-606 to
accept and expend federal library funds
including those that come into Vermont under
the auspices of the Library Services and
Technology Act (LSTA). The coordination and
monitoring of the LSTA Grants to States
program is carried out by the State Librarian's
Office with the assistance of the Department of
Libraries staff, the Board of Libraries and the
Secretary of Administration and as approved by
the Vermont General Assembly.

Project Activities/Methods: Activities include planning, budgeting,
accounting, and evaluation to ensure
compliance with state law, LSTA priorities, and
federal regulations. Funds are also used for
printing, postage, supplies, communications,
and travel expenses for staff to monitor
projects and meet with libraries and
information groups statewide. Funding supports
1) the activities of administrative and advisory
personnel including travel, supplies, postage,
communications, etc.; 2) printing and

disseminating information related to the federal program to libraries and other interested groups; 3) accounting and audit services to related to LSTA programs.

Project Outputs: Vermont uses only 0.0036% (just over one third of one percent) for administration of its LSTA funds as opposed to the 0.04% allowed by law.

Project Outcomes:

Other Results:

Anecdotal Info:

Exemplary Reason:

Project Title: Basic Telecommunications Grants - Year 2*

Project Number: DOL-02_02

Library Name: State of Vermont Dept. of Libraries

Project Director: Sybil Brigham McShane

Phone Number: 802-828-3265

Email: sybil.mcshane@dol.state.vt.us

Library Building:

LSTA Funds Awarded: \$4,968 **Cash Match:** \$4,968

In Kind Contributions: **Total Cost:** \$9,936

Number of Persons Served: 60,788

LSTA Purpose: Library technology, connectivity, and services

State Goal: Improve quality/accessibility of library/information resources

IMLS Primary Performance Category: Provide access to information, resources and ideas

IMLS Secondary Performance Category: Enhance a lifetime of learning opportunities

Primary Users: Adults, Children

Secondary Users:

Primary Services: Information Access and Services, Technology Infrastructure, Virtual Library Services

Secondary Services: Database access, Reference services, Intranets and extranets, Virtual union catalogue

Start Date: 10/1/01 **End Date:** 9/30/02

Statewide? ☒ **Partnership?** ☐ **Exemplary?** ☐ **OBE-Related?** ☐

Project Purpose: This is Year 2 of a three year grant program designed to improve the level and quality of user access to the Internet and services available over the internet (such as full-text databases, online union catalogs and reference services) in Vermont's public libraries. The focus of the funding is to assist libraries in providing high-speed, dedicated Internet access to the public while building towards local sustainability at the end of the three year grant program. In Year 1, libraries received 100% of the costs of high-speed internet connections, in Year 2 - 50%, matched locally with 50% and in Year 3 - 25%, matched locally with 75%.

Project Activities/Methods: Competitive award based on the following criteria: 1) Public libraries meet Minimum Standards for Vermont Public Libraries are accessible to people with disabilities or have a written plan with a timeline to become accessible; 2) Public libraries will acquire a high-speed telecommunications connection (a minimum of 56K) for Internet access that will provide at least 2 public Internet access workstations that are available during all of the library's hours of operation; 3) Public libraries are willing to provided public Internet access to all Vermonters and anyone who wishes to use the library, not just to registered borrowers

and/or persons residing in the community served by the library; 4) Libraries provide a detailed account of the current networking and telecommunications environment and describe plans that indicate that necessary hardware, software, and wiring will be in place to support the anticipated public internet access workstations; 5) Libraries have in place plans and procedures to provide technical support to assure that Internet workstations, LAN, and other components of the library's infrastructure function properly; 6) A strategy for staff training is in place or is planned. The strategy should insure that staff have the necessary skills to effectively use Internet resources and to assist the public in using Internet resources effectively; 6) Libraries must present evidence of the budgeting of funds required to assume and sustain full cost of telecommunications services following the period covered by the grant.

Project Outputs: Number of internet users per week as reported, November 2000 = 506; Number of internet users per week as reported, November, 2002 = 1,169, an increase of 231%. At least, 10% of all Vermonters benefited from this project.

Project Outcomes:

Other Results:

Anecdotal Info:

Exemplary Reason:

Parent Project Title: Basic Telecommunications Grants - Year 2
Child Project Title: Basic Telecommunications Grants - Year 2
Project Number: DOL-02_02
Library Name: Brandon Free Public Library
Project Director: Stephanie Choma
Phone Number: 802-247-8230
Email: brandon@vals.state.vt.us
Library Building:
LSTA Funds Awarded: \$760
Cash Match: \$760
In Kind Contributions:
Total Cost: \$1,520
Number of Persons Served: 4,160
LSTA Purpose: Library technology, connectivity, and services
State Goal: Improve quality/accessibility of library/information resources
IMLS Primary Performance Category: Provide access to information, resources and ideas
IMLS Secondary Performance Category: Enhance a lifetime of learning opportunities
Primary Users: Adults, Children, Rural populations
Secondary Users:
Primary Services: Information Access and Services, Technology Infrastructure, Virtual Library Services
Secondary Services: Database access, Reference services, Intranets and extranets, Virtual union catalogue
Start Date: 10/1/01
End Date: 9/30/02
Statewide? ☒ **Partnership?** ☐ **Exemplary?** ☐ **OBE-Related?** ☐
Project Purpose: This is Year 2 of a three year grant program designed to improve the level and quality of user access to the Internet and services available over the internet (such as full-text databases, online union catalogs and reference services) in Vermont's public libraries. The focus of the funding is to assist libraries in providing high-speed, dedicated Internet access to the public while building towards local sustainability at the end of the three year grant program. In Year 1, libraries received 100% of the costs of high-speed internet connections, in Year 2 - 50%, matched locally with 50% and in Year 3 - 25%, matched locally with 75%.
Project Activities/Methods: Competitive award based on the following criteria: 1) Public libraries meet Minimum Standards for Vermont Public Libraries are accessible to people with disabilities or have a written plan with a timeline to become accessible; 2) Public libraries will acquire a high-speed telecommunications connection (a minimum of 56K) for Internet access that will provide at least 2 public Internet access workstations that are available during all of the library's hours of operation; 3) Public libraries are willing to provided public Internet access to

all Vermonters and anyone who wishes to use the library, not just to registered borrowers and/or persons residing in the community served by the library; 4) Libraries provide a detailed account of the current networking and telecommunications environment and describe plans that indicate that necessary hardware, software, and wiring will be in place to support the anticipated public internet access workstations; 5) Libraries have in place plans and procedures to provide technical support to assure that Internet workstations, LAN, and other components of the library's infrastructure function properly; 6) A strategy for staff training is in place or is planned. The strategy should insure that staff have the necessary skills to effectively use Internet resources and to assist the public in using Internet resources effectively; 6) Libraries must present evidence of the budgeting of funds required to assume and sustain full cost of telecommunications services following the period covered by the grant.

Project Outputs: Number of internet users per week as reported, November 2000 = 50; Number of internet users per week as reported, November, 2002 = 80, up 160%

Project Outcomes:

Other Results:

Anecdotal Info:

Exemplary Reason:

Parent Project Title: Basic Telecommunications Grants - Year 2
Child Project Title: Basic Telecommunications Grants - Year 2
Project Number: DOL-02_02
Library Name: Fletcher Free Library
Project Director: Anita Danigelis, Amber Collins, Robert Resnik,
Co-Directors
Phone Number: 802-863-3403
Email: adanigelis@ci.Burlington.vt.us
Library Building:
LSTA Funds Awarded: \$700 **Cash Match:** \$700
In Kind Contributions: **Total Cost:** \$1,400
Number of Persons Served: 23,660
LSTA Purpose: Library technology, connectivity, and services
State Goal: Improve quality/accessibility of
library/information resources
IMLS Primary Performance Category: Provide access to information, resources and
ideas
IMLS Secondary Performance Category: Enhance a lifetime of learning opportunities
Primary Users: Adults, Children, Urban populations
Secondary Users:
Primary Services: Information Access and Services, Technology
Infrastructure, Virtual Library Services
Secondary Services: Database access, Reference services, Intranets
and extranets, Virtual union catalogue
Start Date: 10/1/01 **End Date:** 9/30/02
Statewide? ☒ **Partnership?** ☐ **Exemplary?** ☐ **OBE-Related?** ☐
Project Purpose: This is Year 2 of a three year grant program
designed to improve the level and quality of
user access to the Internet and services
available over the internet (such as full-text
databases, online union catalogs and reference
services) in Vermont's public libraries. The
focus of the funding is to assist libraries in
providing high-speed, dedicated Internet access
to the public while building towards local
sustainability at the end of the three year grant
program. In Year 1, libraries received 100% of
the costs of high-speed internet connections, in
Year 2 - 50%, matched locally with 50% and in
Year 3 - 25%, matched locally with 75%.
Project Activities/Methods: Competitive award based on the following
criteria: 1) Public libraries meet Minimum
Standards for Vermont Public Libraries are
accessible to people with disabilities or have a
written plan with a timeline to become
accessible; 2) Public libraries will acquire a
high-speed telecommunications connection (a
minimum of 56K) for Internet access that will
provide at least 2 public Internet access
workstations that are available during all of the
library's hours of operation; 3) Public libraries

are willing to provided public Internet access to all Vermonters and anyone who wishes to use the library, not just to registered borrowers and/or persons residing in the community served by the library; 4) Libraries provide a detailed account of the current networking and telecommunications environment and describe plans that indicate that necessary hardware, software, and wiring will be in place to support the anticipated public internet access workstations; 5) Libraries have in place plans and procedures to provide technical support to assure that Internet workstations, LAN, and other components of the library's infrastructure function properly; 6) A strategy for staff training is in place or is planned. The strategy should insure that staff have the necessary skills to effectively use Internet resources and to assist the public in using Internet resources effectively; 6) Libraries must present evidence of the budgeting of funds required to assume and sustain full cost of telecommunications services following the period covered by the grant.

Project Outputs: Number of internet users per week as reported, November 2000 = 190; Number of internet users per week as reported, November, 2002 = 455, up 239%

Project Outcomes:

Other Results:

Anecdotal Info:

Exemplary Reason:

Parent Project Title: Basic Telecommunications Grants - Year 2
Child Project Title: Basic Telecommunications Grants - Year 2
Project Number: DOL-02_02
Library Name: Burnham Memorial Library
Project Director: Martha Reid
Phone Number: 802-879-7576
Email: mreid@burnham.lib.vt.us
Library Building:
LSTA Funds Awarded: \$792 **Cash Match:** \$792
In Kind Contributions: **Total Cost:** \$1,584
Number of Persons Served: 4,940
LSTA Purpose: Library technology, connectivity, and services
State Goal: Improve quality/accessibility of library/information resources
IMLS Primary Performance Category: Provide access to information, resources and ideas
IMLS Secondary Performance Category: Enhance a lifetime of learning opportunities
Primary Users: Adults, Children, Urban populations
Secondary Users:
Primary Services: Information Access and Services, Technology Infrastructure, Virtual Library Services
Secondary Services: Database access, Reference services, Intranets and extranets, Virtual union catalogue
Start Date: 10/1/01 **End Date:** 9/30/02
Statewide? ☒ **Partnership?** ☐ **Exemplary?** ☐ **OBE-Related?** ☐
Project Purpose: This is Year 2 of a three year grant program designed to improve the level and quality of user access to the Internet and services available over the internet (such as full-text databases, online union catalogs and reference services) in Vermont's public libraries. The focus of the funding is to assist libraries in providing high-speed, dedicated Internet access to the public while building towards local sustainability at the end of the three year grant program. In Year 1, libraries received 100% of the costs of high-speed internet connections, in Year 2 - 50%, matched locally with 50% and in Year 3 - 25%, matched locally with 75%.
Project Activities/Methods: Competitive award based on the following criteria: 1) Public libraries meet Minimum Standards for Vermont Public Libraries are accessible to people with disabilities or have a written plan with a timeline to become accessible; 2) Public libraries will acquire a high-speed telecommunications connection (a minimum of 56K) for Internet access that will provide at least 2 public Internet access workstations that are available during all of the library's hours of operation; 3) Public libraries are willing to provided public Internet access to

all Vermonters and anyone who wishes to use the library, not just to registered borrowers and/or persons residing in the community served by the library; 4) Libraries provide a detailed account of the current networking and telecommunications environment and describe plans that indicate that necessary hardware, software, and wiring will be in place to support the anticipated public internet access workstations; 5) Libraries have in place plans and procedures to provide technical support to assure that Internet workstations, LAN, and other components of the library's infrastructure function properly; 6) A strategy for staff training is in place or is planned. The strategy should insure that staff have the necessary skills to effectively use Internet resources and to assist the public in using Internet resources effectively; 6) Libraries must present evidence of the budgeting of funds required to assume and sustain full cost of telecommunications services following the period covered by the grant.

Project Outputs: Number of internet users per week as reported, November 2000 = 85; Number of internet users per week as reported, November, 2002 = 95, up 112%

Project Outcomes:

Other Results:

Anecdotal Info:

Exemplary Reason:

Parent Project Title: Basic Telecommunications Grants - Year 2
Child Project Title: Basic Telecommunications Grants - Year 2
Project Number: DOL-02_02
Library Name: Kellogg-Hubbard Library
Project Director: Hilari Farrington
Phone Number: 802-223-3338
Email: khldesk@sover.net;
kellogg_hubb@vals.state.vt.us
Library Building:
LSTA Funds Awarded: \$876 **Cash Match:** \$876
In Kind Contributions: **Total Cost:** \$1,752
Number of Persons Served: 17,628
LSTA Purpose: Library technology, connectivity, and services
State Goal: Improve quality/accessibility of
library/information resources
IMLS Primary Performance Category: Provide access to information, resources and
ideas
IMLS Secondary Performance Category: Enhance a lifetime of learning opportunities
Primary Users: Adults, Children, Rural populations
Secondary Users:
Primary Services: Information Access and Services, Technology
Infrastructure, Virtual Library Services
Secondary Services: Database access, Reference services, Intranets
and extranets, Virtual union catalogue
Start Date: 10/1/01 **End Date:** 9/30/02
Statewide? ☒ **Partnership?** ☐ **Exemplary?** ☐ **OBE-Related?** ☐
Project Purpose: This is Year 2 of a three year grant program
designed to improve the level and quality of
user access to the Internet and services
available over the internet (such as full-text
databases, online union catalogs and reference
services) in Vermont's public libraries. The
focus of the funding is to assist libraries in
providing high-speed, dedicated Internet access
to the public while building towards local
sustainability at the end of the three year grant
program. In Year 1, libraries received 100% of
the costs of high-speed internet connections, in
Year 2 - 50%, matched locally with 50% and in
Year 3 - 25%, matched locally with 75%.
Project Activities/Methods: Competitive award based on the following
criteria: 1) Public libraries meet Minimum
Standards for Vermont Public Libraries are
accessible to people with disabilities or have a
written plan with a timeline to become
accessible; 2) Public libraries will acquire a
high-speed telecommunications connection (a
minimum of 56K) for Internet access that will
provide at least 2 public Internet access
workstations that are available during all of the
library's hours of operation; 3) Public libraries

are willing to provided public Internet access to all Vermonters and anyone who wishes to use the library, not just to registered borrowers and/or persons residing in the community served by the library; 4) Libraries provide a detailed account of the current networking and telecommunications environment and describe plans that indicate that necessary hardware, software, and wiring will be in place to support the anticipated public internet access workstations; 5) Libraries have in place plans and procedures to provide technical support to assure that Internet workstations, LAN, and other components of the library's infrastructure function properly; 6) A strategy for staff training is in place or is planned. The strategy should insure that staff have the necessary skills to effectively use Internet resources and to assist the public in using Internet resources effectively; 6) Libraries must present evidence of the budgeting of funds required to assume and sustain full cost of telecommunications services following the period covered by the grant.

Project Outputs: Number of internet users per week as reported, November 2000 = 104; Number of internet users per week as reported, November, 2002 = 339, up 326%

Project Outcomes:

Other Results:

Anecdotal Info:

Exemplary Reason:

Parent Project Title: Basic Telecommunications Grants - Year 2
Child Project Title: Basic Telecommunications Grants - Year 2
Project Number: DOL-02_02
Library Name: Goodrich Memorial Library
Project Director: Cindy Karasinski
Phone Number: 802-334-7902
Email: newport@vals.state.vt.us
Library Building:
LSTA Funds Awarded: \$377 **Cash Match:** \$377
In Kind Contributions: **Total Cost:** \$754
Number of Persons Served: 2,704
LSTA Purpose: Library technology, connectivity, and services
State Goal: Improve quality/accessibility of library/information resources
IMLS Primary Performance Category: Provide access to information, resources and ideas
IMLS Secondary Performance Category: Enhance a lifetime of learning opportunities
Primary Users: Adults, Children, Rural populations
Secondary Users:
Primary Services: Information Access and Services, Technology Infrastructure, Virtual Library Services
Secondary Services: Database access, Reference services, Intranets and extranets, Virtual union catalogue
Start Date: 10/1/01 **End Date:** 9/30/02
Statewide? ☒ **Partnership?** ☐ **Exemplary?** ☐ **OBE-Related?** ☐
Project Purpose: This is Year 2 of a three year grant program designed to improve the level and quality of user access to the Internet and services available over the internet (such as full-text databases, online union catalogs and reference services) in Vermont's public libraries. The focus of the funding is to assist libraries in providing high-speed, dedicated Internet access to the public while building towards local sustainability at the end of the three year grant program. In Year 1, libraries received 100% of the costs of high-speed internet connections, in Year 2 - 50%, matched locally with 50% and in Year 3 - 25%, matched locally with 75%.
Project Activities/Methods: Competitive award based on the following criteria: 1) Public libraries meet Minimum Standards for Vermont Public Libraries are accessible to people with disabilities or have a written plan with a timeline to become accessible; 2) Public libraries will acquire a high-speed telecommunications connection (a minimum of 56K) for Internet access that will provide at least 2 public Internet access workstations that are available during all of the library's hours of operation; 3) Public libraries are willing to provided public Internet access to

all Vermonters and anyone who wishes to use the library, not just to registered borrowers and/or persons residing in the community served by the library; 4) Libraries provide a detailed account of the current networking and telecommunications environment and describe plans that indicate that necessary hardware, software, and wiring will be in place to support the anticipated public internet access workstations; 5) Libraries have in place plans and procedures to provide technical support to assure that Internet workstations, LAN, and other components of the library's infrastructure function properly; 6) A strategy for staff training is in place or is planned. The strategy should insure that staff have the necessary skills to effectively use Internet resources and to assist the public in using Internet resources effectively; 6) Libraries must present evidence of the budgeting of funds required to assume and sustain full cost of telecommunications services following the period covered by the grant.

Project Outputs: Number of internet users per week as reported, November 2000 = 10; Number of internet users per week as reported, November, 2002 = 52, up 520%

Project Outcomes:

Other Results:

Anecdotal Info:

Exemplary Reason:

Parent Project Title: Basic Telecommunications Grants - Year 2
Child Project Title: Basic Telecommunications Grants - Year 2
Project Number: DOL-02_02
Library Name: John G. McCullough Free Library
Project Director: Julie Zelman
Phone Number: 802-447-7121
Email: mfl@sover.net; nobennington@vals.state.vt.us
Library Building:
LSTA Funds Awarded: \$600
Cash Match: \$600
In Kind Contributions:
Total Cost: \$1,200
Number of Persons Served: 4,160
LSTA Purpose: Library technology, connectivity, and services
State Goal: Improve quality/accessibility of library/information resources
IMLS Primary Performance Category: Provide access to information, resources and ideas
IMLS Secondary Performance Category: Enhance a lifetime of learning opportunities
Primary Users: Adults, Children, Rural populations
Secondary Users:
Primary Services: Information Access and Services, Technology Infrastructure, Virtual Library Services
Secondary Services: Database access, Reference services, Intranets and extranets, Virtual union catalogue
Start Date: 10/1/01
End Date: 9/30/02
Statewide? ☒ **Partnership?** ☐ **Exemplary?** ☐ **OBE-Related?** ☐
Project Purpose: This is Year 2 of a three year grant program designed to improve the level and quality of user access to the Internet and services available over the internet (such as full-text databases, online union catalogs and reference services) in Vermont's public libraries. The focus of the funding is to assist libraries in providing high-speed, dedicated Internet access to the public while building towards local sustainability at the end of the three year grant program. In Year 1, libraries received 100% of the costs of high-speed internet connections, in Year 2 - 50%, matched locally with 50% and in Year 3 - 25%, matched locally with 75%.
Project Activities/Methods: Competitive award based on the following criteria: 1) Public libraries meet Minimum Standards for Vermont Public Libraries are accessible to people with disabilities or have a written plan with a timeline to become accessible; 2) Public libraries will acquire a high-speed telecommunications connection (a minimum of 56K) for Internet access that will provide at least 2 public Internet access workstations that are available during all of the library's hours of operation; 3) Public libraries are willing to provided public Internet access to

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Project Outputs: Number of internet users per week as reported, November 2000 = 25; Number of internet users per week as reported, November, 2002 = 80, up 320%

Project Outcomes:

Other Results:

Anecdotal Info:

Exemplary Reason:

Parent Project Title: Basic Telecommunications Grants - Year 2
Child Project Title: Basic Telecommunications Grants - Year 2
Project Number: DOL-02_02
Library Name: Arvin A. Brown Public Library
Project Director: Carole Salminen
Phone Number: 802-848-3313
Email: richford@vals.state.vt.us
Library Building:
LSTA Funds Awarded: \$113
Cash Match: \$113
In Kind Contributions:
Total Cost: \$226
Number of Persons Served: 416
LSTA Purpose: Library technology, connectivity, and services
State Goal: Improve quality/accessibility of library/information resources
IMLS Primary Performance Category: Provide access to information, resources and ideas
IMLS Secondary Performance Category: Enhance a lifetime of learning opportunities
Primary Users: Adults, Children, Rural populations
Secondary Users:
Primary Services: Information Access and Services, Technology Infrastructure, Virtual Library Services
Secondary Services: Database access, Reference services, Intranets and extranets, Virtual union catalogue
Start Date: 10/1/01
End Date: 9/30/02
Statewide? ☒ **Partnership?** ☐ **Exemplary?** ☐ **OBE-Related?** ☐
Project Purpose: This is Year 2 of a three year grant program designed to improve the level and quality of user access to the Internet and services available over the internet (such as full-text databases, online union catalogs and reference services) in Vermont's public libraries. The focus of the funding is to assist libraries in providing high-speed, dedicated Internet access to the public while building towards local sustainability at the end of the three year grant program. In Year 1, libraries received 100% of the costs of high-speed internet connections, in Year 2 - 50%, matched locally with 50% and in Year 3 - 25%, matched locally with 75%.
Project Activities/Methods: Competitive award based on the following criteria: 1) Public libraries meet Minimum Standards for Vermont Public Libraries are accessible to people with disabilities or have a written plan with a timeline to become accessible; 2) Public libraries will acquire a high-speed telecommunications connection (a minimum of 56K) for Internet access that will provide at least 2 public Internet access workstations that are available during all of the library's hours of operation; 3) Public libraries are willing to provided public Internet access to

all Vermonters and anyone who wishes to use the library, not just to registered borrowers and/or persons residing in the community served by the library; 4) Libraries provide a detailed account of the current networking and telecommunications environment and describe plans that indicate that necessary hardware, software, and wiring will be in place to support the anticipated public internet access workstations; 5) Libraries have in place plans and procedures to provide technical support to assure that Internet workstations, LAN, and other components of the library's infrastructure function properly; 6) A strategy for staff training is in place or is planned. The strategy should insure that staff have the necessary skills to effectively use Internet resources and to assist the public in using Internet resources effectively; 6) Libraries must present evidence of the budgeting of funds required to assume and sustain full cost of telecommunications services following the period covered by the grant.

Project Outputs: Number of internet users per week as reported, November 2000 = 12; Number of internet users per week as reported, November, 2002 = 8, down 66% (This library had trouble implementing its high speed connection, and better results were anticipated now that the connection is in place and stable).

Project Outcomes:

Other Results:

Anecdotal Info:

Exemplary Reason:

Parent Project Title: Basic Telecommunications Grants - Year 2
Child Project Title: Basic Telecommunications Grants - Year 2
Project Number: DOL-02_02
Library Name: Stamford Community Library
Project Director: Karen Bucky
Phone Number: 802-694-1379
Email: stamford@vals.state.vt.us
Library Building:
LSTA Funds Awarded: \$750
Cash Match: \$750
In Kind Contributions:
Total Cost: \$1,500
Number of Persons Served: 3,120
LSTA Purpose: Library technology, connectivity, and services
State Goal: Improve quality/accessibility of library/information resources
IMLS Primary Performance Category: Provide access to information, resources and ideas
IMLS Secondary Performance Category: Enhance a lifetime of learning opportunities
Primary Users: Adults, Children, Rural populations
Secondary Users:
Primary Services: Information Access and Services, Technology Infrastructure, Virtual Library Services
Secondary Services: Database access, Reference services, Intranets and extranets, Virtual union catalogue
Start Date: 10/1/01
End Date: 9/30/02
Statewide? ☒ **Partnership?** ☐ **Exemplary?** ☐ **OBE-Related?** ☐
Project Purpose: This is Year 2 of a three year grant program designed to improve the level and quality of user access to the Internet and services available over the internet (such as full-text databases, online union catalogs and reference services) in Vermont's public libraries. The focus of the funding is to assist libraries in providing high-speed, dedicated Internet access to the public while building towards local sustainability at the end of the three year grant program. In Year 1, libraries received 100% of the costs of high-speed internet connections, in Year 2 - 50%, matched locally with 50% and in Year 3 - 25%, matched locally with 75%.
Project Activities/Methods: Competitive award based on the following criteria: 1) Public libraries meet Minimum Standards for Vermont Public Libraries are accessible to people with disabilities or have a written plan with a timeline to become accessible; 2) Public libraries will acquire a high-speed telecommunications connection (a minimum of 56K) for Internet access that will provide at least 2 public Internet access workstations that are available during all of the library's hours of operation; 3) Public libraries are willing to provided public Internet access to

all Vermonters and anyone who wishes to use the library, not just to registered borrowers and/or persons residing in the community served by the library; 4) Libraries provide a detailed account of the current networking and telecommunications environment and describe plans that indicate that necessary hardware, software, and wiring will be in place to support the anticipated public internet access workstations; 5) Libraries have in place plans and procedures to provide technical support to assure that Internet workstations, LAN, and other components of the library's infrastructure function properly; 6) A strategy for staff training is in place or is planned. The strategy should insure that staff have the necessary skills to effectively use Internet resources and to assist the public in using Internet resources effectively; 6) Libraries must present evidence of the budgeting of funds required to assume and sustain full cost of telecommunications services following the period covered by the grant.

Project Outputs: Number of internet users per week as reported, November 2000 = 30; Number of internet users per week as reported, November, 2002 = 60, up 200%

Project Outcomes:

Other Results:

Anecdotal Info:

Exemplary Reason:

Project Title: Reference & Interlibrary Loan Services
Project Number: DOL - 02_08
Library Name: State of Vermont Dept. of Libraries
Project Director: Sybil Brigham McShane
Phone Number: 802-828-3265
Email: sybil.mcshane@dol.state.vt.us
Library Building:
LSTA Funds Awarded: \$95,618 **Cash Match:** \$
In Kind Contributions: \$ **Total Cost:** \$95,618
Number of Persons Served: 11,700
LSTA Purpose: Services for lifelong learning
State Goal: Improve quality/accessibility of library/information resources
IMLS Primary Performance Category: Provide access to information, resources and ideas
IMLS Secondary Performance Category: Enhance a lifetime of learning opportunities
Primary Users: Adults, Children
Secondary Users:
Primary Services: Information Access and Services, Interlibrary Loan, Staff Development Education and Training
Secondary Services: Database access, Reference services, Document and materials delivery, Resource sharing, Customer services skills, Library science education and skills, Technical skills
Start Date: 7/1/02 **End Date:** 6/30/03
Statewide? ☒ **Partnership?** ☐ **Exemplary?** ☐ **OBE-Related?** ☐
Project Purpose: Facilitate statewide resource sharing among and between all types of libraries. Vermont's size, population, and rural nature makes it imperative that all types and sizes of libraries come together to share resources to meet the rising expectations and demands for information of all kinds. In fact, in 2001, the last year for which statistics are available, the National Center for Educational Statistics (NCES), Vermont ranked 13th nationally in the number of interlibrary loans received per 1,000 population. Resource sharing in Vermont began in the 1920's and was given a boost in 1940 with the implementation of the Vermont Union Catalog (VUC) which contained current acquisitions of all types of libraries in traditional card catalog format. The VUC, maintained by the state library agency, is the basis for statewide resource sharing, and today is based primarily online union catalogs (DOLcat, PUBcat, K12cat) though the original manual VUC is still maintained as needed. Libraries are able to participate in the Vermont Resource Sharing Network (which is not a network in the electronic sense, but a

statewide consortia) at a level that meets their needs and the needs of their patrons. The only requirement for libraries to participate in statewide resource sharing is that they contribute holdings to the VUC (either electronic or manual versions) and they be willing to lend their materials as well as borrow from others, according to the established policies and procedures of the Vermont Resource Sharing Network. Almost every public library participates in the resource sharing network either electronically or through the U.S. mail (to a DOL facility for mediation). About 50% of school library/media centers, and almost every academic institution also participates. The state library agency has coordinated resource sharing since its inception, with the Reference Services Unit (RSU) serving as the lead.

Project Activities/Methods: RSU acts as a central clearinghouse for 1) Interlibrary loan requests, especially to the University of Vermont (see separate project DOL-02_01, 01a, 01b, "DOL/UVM Access Office") and Middlebury College; 2) Requests to Dartmouth College in Hanover, NH (if item is not available in Vermont); 3) Verification of citations unable to be verified at the local level; 4) Out-of-state locations for items; 5) For public libraries, out-of-state interlibrary loans via OCLC; 6) Reference assistance for local libraries and selection of materials to fill requests for information on a particular subject or topic. 7) Training and assistance on professional interlibrary loan practices and collection development consulting for local libraries in the area of reference. 8) Along with other DOL staff, provide training on use of databases available through DOL's statewide licensing agreements- essentially all skills needed for local libraries to offer high quality reference and interlibrary loan services. 9) Work with statewide organizations, such as the VT Library Association (VLA) and the VT Educational Media Association (VEMA) to develop statewide interlibrary loan policies.

Project Outputs: In State FY2003, RSU handled just under 9,500 requests to locate materials. The majority of these transactions take place electronically using the Vermont Automated Libraries System (VALS)(see separate project DOL-02_07 "Vermont Automated Libraries System & Services (VALS)"). 98% were for books or periodicals and 2% were requests for materials on a particular subject or topic. For about 91% of the requesting libraries, the item requested was located in a Vermont or out-of-state library. The remaining either had no locations in Vermont (and the library did not want to pursue the request further, or the item's citation could

not be verified as provided. 81% of the requests process by RSU in state FY2003 came from public libraries, 11% from schools or college libraries, and 8% from one of the two DOL regional libraries (requesting for individuals using the regional library as a public library). In addition, RSU staff provided technical/consulting assistance to local library staff on 313 occasions. The requests handled by RSU tend to be the more difficult/obscure requests that local librarians cannot find in the various online union catalogs often because the information provided by the patron is inaccurate. RSU staff works to clarify the information provided and find a location for the item, either in Vermont, or if the patron is interested, outside of Vermont. Reference staff also answered 2,200 questions in person at the Department's reference desk or over the phone.

Project Outcomes:

Other Results: Because of the decentralized nature of the State Library Agency, its collections, and staff, as well as the fact that DOL is one of the largest collections in the state, interlibrary loan requests are also handled at other locations and statistics for those are included with that program/project.

Anecdotal Info:

Exemplary Reason:

Project Title: Reference & Interlibrary Loan Services -
DOL/UVM Access Office*

Project Number: DOL-02_01

Library Name: State of Vermont Dept. of Libraries

Project Director: Sybil Brigham McShane

Phone Number: 802-828-3265

Email: sybil.mcshane@dol.state.vt.us

Library Building:

LSTA Funds Awarded: \$35,978 **Cash Match:**

In Kind Contributions: **Total Cost:** \$35,978

Number of Persons Served: 13,571

LSTA Purpose: Services for lifelong learning

State Goal: Improve resource sharing/cooperative access to
all Vermonters

IMLS Primary Performance Category: Enhance a lifetime of learning opportunities

IMLS Secondary Performance Category: Provide access to information, resources and
ideas

Primary Users: Adults, Children, Rural populations

Secondary Users:

Primary Services: Information Access and Services, Interlibrary
Loan

Secondary Services: Reference services, Resource sharing,
Collection development, Document and
materials delivery

Start Date: 7/1/02 **End Date:** 6/30/03

Statewide? ☒ **Partnership?** ☒ **Exemplary?** ☒ **OBE-Related?** ☐

Project Purpose: Allow the state library agency, the Department
of Libraries (DOL), to make the resources of the
state land-grant institution, the University of
Vermont (UVM) libraries available to libraries
and their users on a statewide basis.

Project Activities/Methods: There is a long history of resource sharing
among all types of Vermont libraries. In fact, in
2001, the last year for which statistics are
available, the National Center for Educational
Statistics (NCES), Vermont ranked 13th
nationally in the number of interlibrary loans
received per 1,000 population. In the spirit of
this long-standing tradition of resource sharing,
the DOL/UVM Access Office was established in
1971. A formal agreement between UVM and
DOL provides an LSTA grant (\$10,000) to the
University for expansion of its reference
collections (made available to all Vermonters
as a result of the Access Office), while
providing for a DOL staff member to be housed
at UVM's Bailey/Howe Library in order to make
use of that library's resources to assist libraries
statewide. DOL's staff member, a professional
librarian, works 24 hours per week at the
Bailey/Howe Library, and handles all in-state
interlibrary loans to UVM from Vermont libraries

of all types and makes use of that library's reference and other collections to assist Vermont's local libraries with their information needs. DOL assumes all salary and benefit costs for its employee, as well as the cost of postage, photocopying, supplies and other office expenses for the processing of interlibrary loan requests to UVM from Vermont libraries. UVM provides office space, some utilities, computer network/internet access, and some staff resources.

Project Outputs: In State FY2003, the DOL/UVM Access Office received 4,082 requests (mostly for loan of materials in the UVM collection or for photocopies). It provided 3,710 items, about 58% to public or school libraries; about 42% to other academic libraries in Vermont.

Project Outcomes:

Other Results: Not calculated are the in-kind contribution of the University of Vermont for office space, electricity, network access, and use of University clerical staff for photocopying, mail packaging, etc.

Anecdotal Info:

Exemplary Reason: We believe that the Department of Libraries/University of Vermont Access Office is a unique arrangement between a state library agency and a state land-grant institution. This arrangement allows the Department of Libraries (DOL) to make the resources of the University of Vermont (UVM) libraries available to libraries and their users on a statewide basis

Parent Project Title: Reference & Interlibrary Loan Services -
DOL/UVM Access Office

Child Project Title: Reference & Interlibrary Loan Services -
DOL/UVM Access Office

Project Number: DOL-02_01

Library Name: University of Vermont - Bailey/Howe Library

Project Director: Mara R. Saule, Dean of Library & Information
Technology

Phone Number: 802-656-2003

Email: mara.saule@uvm.edu

Library Building:

LSTA Funds Awarded: \$10,000 **Cash Match:**

In Kind Contributions: **Total Cost:** \$10,000

Number of Persons Served: 9,871

LSTA Purpose: Services for lifelong learning

State Goal: Improve resource sharing/cooperative access to
all Vermonters

IMLS Primary Performance Category: Enhance a lifetime of learning opportunities

IMLS Secondary Performance Category: Provide access to information, resources and
ideas

Primary Users: Adults, Children, Rural populations

Secondary Users:

Primary Services: Information Access and Services, Interlibrary
Loan

Secondary Services: Collection development, Document and
materials delivery, Resource sharing

Start Date: 7/1/02 **End Date:** 6/30/03

Statewide? ☒ **Partnership?** ☒ **Exemplary?** ☒ **OBE-Related?** ☐

Project Purpose: Allow the state library agency, the Department
of Libraries (DOL), to make the resources of the
state land-grant institution, the University of
Vermont (UVM) libraries available to libraries
and their users on a statewide basis.

Project Activities/Methods: There is a long history of resource sharing
among all types of Vermont libraries. In fact, in
2001, the last year for which statistics are
available, the National Center for Educational
Statistics (NCES), Vermont ranked 13th
nationally in the number of interlibrary loans
received per 1,000 population. In the spirit of
this long-standing tradition of resource sharing,
the DOL/UVM Access Office was established in
1971. A formal agreement between UVM and
DOL provides an LSTA grant (\$10,000) to the
University for expansion of its reference
collections (made available to all Vermonters
as a result of the Access Office), while
providing for a DOL staff member to be housed
at UVM's Bailey/Howe Library in order to make
use of that library's resources to assist libraries
statewide. DOL's staff member, a professional

librarian, works 24 hours per week at the Bailey/Howe Library, and handles all in-state interlibrary loans to UVM from Vermont libraries of all types and makes use of that library's reference and other collections to assist Vermont's local libraries with their information needs. DOL assumes all salary and benefit costs for its employee, as well as the cost of postage, photocopying, supplies and other office expenses for the processing of interlibrary loan requests to UVM from Vermont libraries. UVM provides office space, some utilities, computer network/internet access, and some staff resources.

Project Outputs: In State FY2003, the DOL/UVM Access Office received 4,082 requests (mostly for loan of materials in the UVM collection or for photocopies). It provided 3,710 items, about 58% to public or school libraries; about 42% to other academic libraries in Vermont.

Project Outcomes:

Other Results: Not calculated are the in-kind contribution of the University of Vermont for office space, electricity, network access, and use of University clerical staff for photocopying, mail packaging, etc.

Anecdotal Info: Note: Persons Served: since UVM uses the funding from the grant to enhance its reference collection it is difficult to determine the number of persons served. The number listed is FTE student/faculty of the University. The library is also open to the general public.

Exemplary Reason: We believe that the Department of Libraries/University of Vermont Access Office is a unique arrangement between a state library agency and a state land-grant institution. This arrangement allows the Department of Libraries (DOL) to make the resources of the University of Vermont (UVM) libraries available to libraries and their users on a statewide basis.

Parent Project Title: Reference & Interlibrary Loan Services -
DOL/UVM Access Office

Child Project Title: Reference & Interlibrary Loan Services -
DOL/UVM Access Office

Project Number: DOL-02_01

Library Name: State of Vermont Dept. of Libraries

Project Director: Sybil Brigham McShane

Phone Number: 802-828-3265

Email: sybil.mcshane@dol.state.vt.us

Library Building:

LSTA Funds Awarded: \$25,978 **Cash Match:**

In Kind Contributions: **Total Cost:** \$25,978

Number of Persons Served: 3,700

LSTA Purpose: Services for lifelong learning

State Goal: Improve resource sharing/cooperative access to
all Vermonters

IMLS Primary Performance Category: Enhance a lifetime of learning opportunities

IMLS Secondary Performance Category: Provide access to information, resources and
ideas

Primary Users: Adults, Children, Rural populations

Secondary Users:

Primary Services: Information Access and Services, Interlibrary
Loan

Secondary Services: Document and materials delivery, Reference
services, Resource sharing

Start Date: 7/1/02 **End Date:** 6/30/03

Statewide? ☒ **Partnership?** ☒ **Exemplary?** ☒ **OBE-Related?** ☐

Project Purpose: Allow the state library agency, the Department
of Libraries (DOL), to make the resources of the
state land-grant institution, the University of
Vermont (UVM) libraries available to libraries
and their users on a statewide basis.

Project Activities/Methods: There is a long history of resource sharing
among all types of Vermont libraries. In fact, in
2001, the last year for which statistics are
available, the National Center for Educational
Statistics (NCES), Vermont ranked 13th
nationally in the number of interlibrary loans
received per 1,000 population. In the spirit of
this long-standing tradition of resource sharing,
the DOL/UVM Access Office was established in
1971. A formal agreement between UVM and
DOL provides an LSTA grant (\$10,000) to the
University for expansion of its reference
collections (made available to all Vermonters
as a result of the Access Office), while
providing for a DOL staff member to be housed
at UVM's Bailey/Howe Library in order to make
use of that library's resources to assist libraries
statewide. DOL's staff member, a professional
librarian, works 24 hours per week at the

Bailey/Howe Library, and handles all in-state interlibrary loans to UVM from Vermont libraries of all types and makes use of that library's reference and other collections to assist Vermont's local libraries with their information needs. DOL assumes all salary and benefit costs for its employee, as well as the cost of postage, photocopying, supplies and other office expenses for the processing of interlibrary loan requests to UVM from Vermont libraries. UVM provides office space, some utilities, computer network/internet access, and some staff resources.

Project Outputs: In State FY2003, the DOL/UVM Access Office received 4,082 requests (mostly for loan of materials in the UVM collection or for photocopies). It provided 3,710 items, about 58% to public or school libraries; about 42% to other academic libraries in Vermont.

Project Outcomes:

Other Results: Not calculated are the in-kind contribution of the University of Vermont for office space, electricity, network access, and use of University clerical staff for photocopying, mail packaging, etc.

Anecdotal Info:

Exemplary Reason: We believe that the Department of Libraries/University of Vermont Access Office is a unique arrangement between a state library agency and a state land-grant institution. This arrangement allows the Department of Libraries (DOL) to make the resources of the University of Vermont (UVM) libraries available to libraries and their users on a statewide basis.

Project Title: Special Services to the Visually & Physically Handicapped & State-Supported Institutions

Project Number: DOL - 02_09

Library Name: State of Vermont Dept. of Libraries

Project Director: Sybil Brigham McShane

Phone Number: 802-828-3265

Email: sybil.mcshane@dol.state.vt.us

Library Building:

LSTA Funds Awarded: \$95,040 **Cash Match:** \$3,455

In Kind Contributions: \$ **Total Cost:** \$98,495

Number of Persons Served: 2,535

LSTA Purpose: Services to persons having difficulty using libraries

State Goal: Meet wide range of library/information needs for persons with special needs

IMLS Primary Performance Category: Enhance a lifetime of learning opportunities

IMLS Secondary Performance Category:

Primary Users: Adults, Children, Institutionalized persons

Secondary Users:

Primary Services: Information Access and Services, Institutional Library Services

Secondary Services: Collection development, Hospital library services (includes long term care facilities, mental health hospitals, VA hospitals)

Start Date: 7/1/02 **End Date:** 6/30/03

Statewide? ☒ **Partnership?** ☐ **Exemplary?** ☐ **OBE-Related?** ☐

Project Purpose: Provide and maintain reading materials for the blind and physically handicapped and state-supported institutions (except correctional facilities); provide a service of advice and consultation to libraries in state-supported institutions (including correctional facilities); target library and information services to persons having difficulty using a library.

Project Activities/Methods: The Department of Libraries Special Services Unit (SSU), under the auspices the Library of Congress, National Library Service for the Blind and Physically Handicapped (NLS), strives to meet the recreational and informational reading needs of the visually impaired and of those with other qualifying disabilities. SSU became Vermont's "regional" library in 1976. Vermont has the smallest collection of the 58 regional libraries in the NLS network and is the smallest state in population operating its own "regional" library (Wyoming contracts with Utah for LBPH services). The Special Services consultant works with constituent groups throughout the state, as well as local librarians, special educators and other advocates, to recruit users and promote awareness of the services available to

qualifying individuals. The SSU also provides a collection of nearly 9,000 large print books which it makes available to eligible users of the LBPH service, as well as on interlibrary loan, and in deposit collections to libraries, nursing homes, and other interested institutions. SSU staff provides consultation and technical assistance on professional library practices to all state-supported institutions.

Project Outputs: In State FY2003, the SSU circulated just under 70,000 items to 2,200 qualifying users of LBPH services, and had an average of 120 deposit collections of LPBH materials, 80% in public libraries, 6% each in nursing homes/convalescent centers and hospitals, and 8% at other institutions/organizations. SSU staff handled just over 7,200 telephone calls from users of the LBPH services. In State FY2003, DOL spent an average of \$1,000.00 per state-supported institution for books and periodicals, selected either by institution librarians or equivalent staff, or by DOL's SSU librarian.

Project Outcomes:

Other Results: State-Supported Institutions eligible for SSU services: 1) Austine School for the Deaf; 2) Laraway School (a special education residential and day school for students with emotional and behavioral challenges, grades 6-12); 3) Lund Family Center (serving families with children, pregnant teens and young adults, and adoptive families); 4) Vermont State Hospital (for Vermonters whose mental-health needs cannot be met in local communities or general hospitals); 5) Vermont Veterans Home (a residential nursing home for Vermont veterans); and 6) Woodside Juvenile Rehabilitation Center (a secure, residential facility serving delinquent youth and youth alleged to have committed a delinquent act whose risk to commit illegal acts cannot be controlled in a less secure setting). These institutions serve about 335 individuals.

Anecdotal Info: Despite a fairly consistent number of users, circulation to individuals is level or declining. This also appears to be a national trend, perhaps due to the fact that the NLS service is still researching implementing digital technology for its services, compounded by the fact that "audiobooks" are generally more available in the commercial marketplace than previously.

Exemplary Reason:

Project Title: Statewide Library Development - Children's Services

Project Number: DOL - 02_05

Library Name: State of Vermont Dept. of Libraries

Project Director: Sybil Brigham McShane

Phone Number: 802-828-3265

Email: sybil.mcshane@dol.state.vt.us

Library Building:

LSTA Funds Awarded: \$34,482 **Cash Match:** \$19,429

In Kind Contributions: \$5,000 **Total Cost:** \$58,911

Number of Persons Served: 35,900

LSTA Purpose: Services for lifelong learning

State Goal: Improve quality/accessibility of library/information resources

IMLS Primary Performance Category: Strengthen communities

IMLS Secondary Performance Category: Strengthen families and children

Primary Users: Children, Statewide public, Young adults and teens

Secondary Users:

Primary Services: Education-Related Services for Children and Teens, Information Access and Services, Literacy Programs

Secondary Services: Reading development, Summer reading programs, Collection development

Start Date: 7/1/02 **End Date:** 6/30/03

Statewide? ☒ **Partnership?** ☐ **Exemplary?** ☐ **OBE-Related?** ☐

Project Purpose: Support and improve services to children and youth in local libraries; cooperate with other state government agencies and non-library organizations to promote reading and literacy for children; make available other resources related to children's services such as puppet shows, flannel boards and traveling exhibits; provide consulting and other assistance to local libraries related to library services to children.

Project Activities/Methods: DOL employs a 0.66 FTE library professional and a 0.75 FTE support staff position for Statewide Library Development-Children's Services. Other DOL staff members are available as needed to support the project. Major activities of the project include: 1) Since 1979, the annual summer reading program (SRP). DOL provides to each public library at no charge a manual with ideas for programs, displays and materials, as well as posters to promote the summer reading program. ; 2) since 1957, co-sponsor (along with the VT Dept. of Education (DOE) and the VT PTA) of the "Dorothy Canfield Fisher Memorial Children's Book Award" (DCF), the second oldest child-selected award in the country. Each year a committee of six assists DOL's

Children's Services Consultant and DOE's School Library/Media Consultant in selecting a master list of thirty titles by living American authors published during the previous year. These books are selected for their literary merit and their appeal to children in grades 4-8. Librarians and teachers then make the books available, encourage children to read them, and coordinate the voting in the spring. The book that receives the most votes is declared the winner and the author is invited to Vermont for a ceremony; 3) provide assistance for/co-sponsor with the VT Center for the Book (VCB), the "Red Clover Children's Choice Picture Book Award" to promote the reading and discussion of the best of contemporary picture books by students in grades K-4; 4) promote high quality children's services (from birth through age 17) by providing in-depth technical and consulting assistance to public and other libraries; 5) assist local libraries in selection of library materials for children by maintaining the Children's Book Exhibit Center (CBEC)—a collection of the current publishing season's children's materials donated by the publishers and through materials review sessions (MRS) where the newest children's publishing is reviewed and available for inspection.

Project Outputs: 1) SRP: in state FY2003, 154 public libraries, 5 school libraries, and 4 bookmobiles participated in the Summer Reading Program. 7,200 certificates were awarded to children who participated. Libraries held 2,200 programs and they estimate that attendance at the programs was 45,800 (an average of 21 per program). Libraries also estimate that children read nearly 110,000 books during the Summer Reading Program. 2) DCF - in the most recent year (2003) 160 schools and 22 public libraries participated in the award selection with just under 5,000 children voting for their favorite (about 10% of the children in grades 4-8). 3) CBEC - in the most recently ended fiscal year CBEC received about 3,500 titles from 87 publishers). 4) MRS - 10 sessions were held to co-incide with the fall/spring publishing cycles, where the newest children's publishing was reviewed and available for inspection. The sessions involved 5 different DOL professionals. 268 librarians attended - 43% public librarians and 57% school librarians. 5) Consulting and assistance was provided on 458 occasions by the Children's Services Consultant (phone, e-mail, or on-site at the local library) and 53 bibliographies or resource aids were produced. 6) Red Clover - the VCB estimates that over 23,000 children in Grades K-4 participate.

Project Outcomes:

Other Results: DOL is also able to leverage state and federal funding with a small bequest from the Trust of Elva S. Smith to "aid in the development and maintenance of library service to the children of Vermont. Such services might include the purchase of books (other than school text books), salaries, training of personnel, or any other consistent uses." DOL uses the Smith bequest funds for all of the above purposes, as well as grants to local libraries. DOL awarded a total of \$7,350 to 70 libraries to help subsidize the cost of a program or performance related to the Summer Reading Program. The Chittenden Bank donated printing services valued at \$5,000 for the Summer Reading Program.

Anecdotal Info:

Exemplary Reason:

Project Title: Statewide Library Development - Continuing Education

Project Number: DOL - 02_10

Library Name: State of Vermont Dept. of Libraries

Project Director: Sybil Brigham McShane

Phone Number: 802-828-3265

Email: sybil.mcshane@dol.state.vt.us

Library Building:

LSTA Funds Awarded: \$16,702

Cash Match: \$

In Kind Contributions: \$

Total Cost: \$16,702

Number of Persons Served: 1,446

LSTA Purpose: Services for lifelong learning

State Goal: Improve quality/accessibility of library/information resources

IMLS Primary Performance Category: Strengthen communities

IMLS Secondary Performance Category: Provide access to information, resources and ideas

Primary Users: Library staff and volunteers

Secondary Users:

Primary Services: Staff Development Education and Training

Secondary Services: Customer services skills , Management skills, Library science education and skills

Start Date: 7/1/02

End Date: 6/30/03

Statewide? ☒

Partnership? ☐

Exemplary? ☐

OBE-Related? ☐

Project Purpose: Maintain a training and education program leading to a "Certificate of Public Librarianship," aimed at individuals working as librarians who do not have the MLS degree, as well as provide an ongoing selection of continuing education workshops available to all Vermont public librarians and library staff. Vermont has 190 public libraries, the most per capita in the nation. 83% of those serve populations under 5,000. The majority of Vermont libraries are staffed by individuals without professional library degrees and who had little or no library experience or training at the time they started their library positions. In fact, Vermont ranks 4th in the nation for paid FTE librarians per 25,000 population (7.68) , but 35th in the nation for FTE librarians per 25,000 population with a Master's in Library Science (MLS) from an ALA accredited school (1.82). As reported in November, 2002, Vermont's libraries had 300 FTE positions of which 46 FTE had MLS degrees. There is not a graduate library school in Vermont. Three library schools: Simmons College, Boston, MA, the State University of New York at Albany, and McGill University, Montreal, PQ, Canada are about a 2-3 hour drive for most Vermonters, making part-time attendance difficult. Library schools have not

offered off-campus courses in Vermont because paraprofessionals working in Vermont libraries who might be interested in pursuing an MLS have low salaries and are unable to afford tuition even on a part-time basis. Additionally challenging is the fact the DOL estimates the turnover in library directors and staff to be about 33% every 2 years.

Project Activities/Methods: To receive "public library certification," a candidate must earn 150 credit hours within a five year time period. A credit is roughly equivalent to one hour spent in a workshop. There are four required courses, all of which are week-long, for a total of 25 credit hours: Basic Public Library Administration, Cataloging, Collection Development, and Reference. Librarians are also required to take a minimum of 10 credit hours of technology workshops. In addition to the formal workshops are a group of "on demand" mini workshops designed to address smaller groups, immediate needs and less time commitment. DOL use these opportunities to customize a subject in order to address skills or processes that a local library staff needs quickly. Also offered are semiannual "materials review" sessions (MRS). Each session is repeated in a total of five different geographic locations. Details of the MRS are provided in the project "Statewide Library Development - Children's Services," DOL- 02_05. Credit towards public library certification is offered for attendance at MRS as well as mini-workshops. Workshops are rotated around the state, so all areas are served. Also, all of the workshops are free so they are accessible to even the poorest libraries. Each year about 15 individuals complete the program and are awarded their certificates at an all conference session of the annual Vermont Library Conference. A 0.33 FTE professional librarian on the DOL staff coordinates the continuing education program with the assistance of 0.25 FTE support staff. All DOL professional staff participate in teaching in the continuing education program and most workshops are taught by DOL staff. However, DOL relies on local librarians as speakers and/or presenters at workshops to share "best practices" with their colleagues.

Project Outputs: In state FY2003, DOL conducted 17 "regular" workshops ranging from one-day to five-day which were attended by a total of 799 individuals. DOL also conducted 51 "mini" workshops (ranging from 2 to 4 hours each), attended by 342 individuals. As described in "Statewide Library Development - Children's Services," DOL- 02_05, 10 Material Review Sessions were offered in FY2003 attended by 268 librarians (114 public and 154 school). 37

school librarians also attended four workshops offered for them.

Project Outcomes:

Other Results: Topics of "regular" workshops include: Collection Development, Serving Seniors, Understanding E-Rate, YA Services, A Day for Friends, Basic Reference, Legal Reference, Understanding MARC, Public Relations, Basic Public Library Administration, Cataloging. Examples of mini-workshops include: Internet Searching, Advanced Internet Searching, Introduction to the Vermont Online Library (databases available via statewide licensing), FirstSearch, Web2 - Web-Based Online Catalog, Intellectual Freedom, Consumer Health Info, Interlibrary Loan, Bookmending, Copyright, Fundraising.

Anecdotal Info:
Exemplary Reason:

Project Title: Statewide Library Development - Regional Library Services

Project Number: DOL - 02_06

Library Name: State of Vermont Dept. of Libraries

Project Director: Sybil Brigham McShane

Phone Number: 802-828-3265

Email: sybil.mcshane@dol.state.vt.us

Library Building:

LSTA Funds Awarded: \$96,141 **Cash Match:** \$7,180

In Kind Contributions: \$ **Total Cost:** \$103,321

Number of Persons Served: 86,549

LSTA Purpose: Services for lifelong learning

State Goal: Improve quality/accessibility of library/information resources

IMLS Primary Performance Category: Strengthen communities

IMLS Secondary Performance Category: Provide access to information, resources and ideas

Primary Users: Adults, Children, Library staff and volunteers

Secondary Users:

Primary Services: Information Access and Services, Library Development, Staff Development Education and Training

Secondary Services: Collection development, Database access, Reference services, Customer services skills, Management skills, Library science education and skills, Marketing and promotion of library services, Strategic planning

Start Date: 7/1/02 **End Date:** 6/30/03

Statewide? ☒ **Partnership?** ☐ **Exemplary?** ☐ **OBE-Related?** ☐

Project Purpose: Regional library services are designed: 1) to provide consulting, assistance, and other advisory services to all types of librarians in professional library practices, both traditional and technology-related, formal and informal. Reliance by local libraries on DOL's professional expertise for a variety of library situations is a direct result of the lack of formal library training at the local level and the high turnover rate in small libraries with low salaries. DOL's consulting and assistance services attempt to ensure a basic level and quality of library services in Vermont's communities. 2) To work with librarians and library trustees to advocate for local libraries and library services through a DOL program of "Minimum Standards for Public Libraries" (adopted as administrative rules by the State of Vermont--administrative rules in Vermont have the force of law) and the more advanced "Envisioning Excellence" long-range planning program. 3a) To make information resources available through supplemental book collections to under/unserved Vermonters

through local libraries. 3b) To make regional library collections available for statewide resource-sharing and to expedite interlibrary loans for small libraries and individuals. The regional libraries house the bulk of DOL's general collection which is concentrated on juvenile materials and non-bestsellers that local libraries may not be able to afford to purchase or maintain in their collections over the long term, including literature, adult non-fiction such as history, biography, fine arts, religion, etc.

Project Activities/Methods: DOL maintains two regional library facilities staffed by 1.0 FTE regional library manager (MLS) and 1.0 FTE regional librarian (MLS) and 5.5 FTE support staff for a total of 7.5 between the two. 2.0 FTE MLS regional consultants are dispersed in other geographic areas. Each of the 4.0 FTE professionals is assigned responsibility as the primary consultant for about 50 public libraries. Consulting ranges from advice on weeding collections, to personnel management, trustee relations, and a host of others. Consultants answer questions/provide advice either from the office or in the field about interlibrary loan, library automation, e-rate, literacy, book jobbers, board/librarian relations, library expansion, budget issues, fundraising, and statistics. Inherent in the consulting activities are library advocacy and the use of state minimum standards (which emphasize four essentials: public service, public access, interlibrary cooperation, and community involvement), as aids in evaluating and improving library service. DOL also provides bulk loan of library materials to local libraries from its two regional library collections to supplement local library collections. Collections ranging from 10 titles to several hundred are loaned to libraries for 4-month periods for recirculation to library users at the local level. Each year regional libraries add between 4,000 and 5,000 titles total divided about equally between juvenile and adult. The total regional library collection is about 150,000 titles. Collections are taken by both public and school libraries. Regional libraries also receive interlibrary loan requests usually via email, but also via U.S. mail for items in their collections from all types of libraries. Regional library holdings along with other DOL collections are available online in DOLcat as part of the Vermont Automated Libraries System (VALS). Libraries may make an electronic request from within DOLcat directly to a regional library.

Project Outputs: Regional librarians/consultants handled just over 2,100 requests for consulting/advice/assistance in state FY2003,

(about 90% from public libraries) and visited 146 public libraries at least once (77% of public libraries). 73 public libraries took at least one collection from the regional libraries, as did 50 school libraries (DOL has no information on the number of times an item borrowed from its collections is re-circulated locally while it is on loan to a library). Regional libraries circulated 39,991 items to public libraries and 6,758 items to schools. Circulation is about 47% juvenile materials. Regional libraries handled just over 17,000 interlibrary loan requests for material in their collections. 131 public libraries met state minimum standards.

Project Outcomes:

Other Results: Regional libraries also provide direct service to individuals (using the regional library as a public library). In State FY 2003, they circulated just under 35,000 items to individuals, initiated about 1,200 interlibrary loan requests on behalf of individuals and had 1,500 individuals accessing the internet at regional library public access workstations.

Anecdotal Info: It is difficult to calculate the number of persons served, because registered borrowers at the libraries using the regional library collections to supplement their local collections probably should be included as well as the borrowers at libraries benefiting from consulting and other services.

Exemplary Reason:

Project Title: Technical Services Unit - Card/MARC/Union Catalog Service

Project Number: DOL- 02_04

Library Name: State of Vermont Dept. of Libraries

Project Director: Sybil Brigham McShane

Phone Number: 802-828-3265

Email: sybil.mcshane@dol.state.vt.us

Library Building:

LSTA Funds Awarded: \$80,906 **Cash Match:** \$10,943

In Kind Contributions: \$ **Total Cost:** \$91,849

Number of Persons Served:

LSTA Purpose: Services for lifelong learning

State Goal: Improve resource sharing/cooperative access to all Vermonters

IMLS Primary Performance Category: Provide access to information, resources and ideas

IMLS Secondary Performance Category: Enhance a lifetime of learning opportunities

Primary Users: Library staff and volunteers, Statewide public

Secondary Users:

Primary Services: Information Access and Services, Interlibrary Loan, Virtual Library Services

Secondary Services: Database access, Resource sharing, Virtual union catalogue

Start Date: 7/1/02 **End Date:** 6/30/03

Statewide? ☒ **Partnership?** ☐ **Exemplary?** ☒ **OBE-Related?** ☐

Project Purpose: The purpose of the service is to ensure that local libraries have the best possible cataloging to assist their users in locating materials within the local library as well as to preserve a record of acquisitions in a statewide online union catalog to assist libraries in locating materials statewide for resource sharing (In 2001, Vermont ranked 13th in interlibrary loans received per 1000 population). The union catalog also serves as a high quality retrospective conversion source of MARC records from which libraries can extract their holdings as they move to local automated systems. The Service provides standardized card catalog sets or MARC records to eligible public libraries and ensures public library holdings are reflected in the statewide online union catalog for public libraries (PUBcat). PUBcat came online in 1990 and represents the Centralized Card/MARC Service cataloging for public libraries dating back to 1983 (when DOL took over the service from New Hampshire). PUBcat is available online through the Vermont Automated Libraries System (VALS) and allows libraries to search for and locate needed items and then generate an electronic interlibrary loan (ILL) request directly from the catalog to

the owning library.

Project Activities/Methods: All public libraries meeting Minimum Standards for Vermont Public Libraries (in State FY2003 this was 131 libraries) may order, free of charge, from the Technical Services Unit (TSU) cataloging for up to 1,000 titles (card sets) each year for current acquisitions. Automated libraries may request an unlimited number of MARC records. The TSU staff selects the appropriate records based on information supplied by the local library, and makes them available via ftp (file transfer protocol) or orders card sets from OCLC (where the owning library's code is also added) or other vendors, such as Brodart. At the same time, the appropriate record is added on the online union catalog for public libraries, called PUBcat. Automated libraries can also sign up for OCLC's CatExpress, a user-friendly copy cataloging service available on the Internet. With the service libraries can search OCLC's database, do copy cataloging and download records into their own local automated systems. The DOL is providing partial payment for the service as part of the Card/MARC Service (in FY2003, 25%, with the local libraries paying the rest of the costs). CatExpress users' records are also added to PUBcat.

Project Outputs: In State FY2003, TSU provided card sets to 45% of the participating libraries, 36% received records via FTP and 16% used the CatExpress service. (Just over 50 of Vermont's 190 public libraries have local online systems). TSU provided for 71 libraries: 25,952 card sets and 22,355 MARC records via FTP (for which DOL covered 100% of the cost); and 8 libraries via CatExpress used 8,917 records (for which DOL covered 25% of the cost with local libraries matching the remaining 75%). Less than 1% of cataloging for items requested was not found.

Project Outcomes:

Other Results: It is difficult to calculate the number of persons served, because besides the registered borrowers at the libraries using the service to maintain their local catalogs, countless other libraries of all types used the PUBcat database to initiate just over 22,000 interlibrary loans in State FY2003.

Anecdotal Info: The original "Vermont Centralized Card Service" began in 1972 and was managed by the New Hampshire Centralized Card Service. In 1983, DOL's Technical Services Unit took over the management and operation of Vermont's service. PUBcat is an online successor to the Vermont Union Catalog (VUC), a manual, main entry catalog, which began in 1940 as a Works Progress Administration (WPA) project, locating holdings of all types of Vermont libraries. The

manual catalog is located at DOL's central office and is still maintained and used today, in conjunction with the various online, union catalogs. DOL also maintains a similar online union catalog for K-12 schools - K12cat, however schools are not eligible for the Card/MARC Service at this time. DOL gathers MARC records from schools to add to K12cat as opposed to selecting and providing the cataloging as it does for the PUBcat. The Z39.50 capabilities of VALS allows libraries to save time by searching multiple catalogs simultaneously for needed items and then make an electronic request.

Exemplary Reason: The multi-faceted, multi-purpose nature makes this project exemplary along with the use of 21st century technology to continue a resource sharing tradition many decades old. 1) Quality cataloging is ensured at the local level (for both traditional card catalogs as well as online catalogs) so that local users can more easily find the resources available at the local level; 2) with cataloging done for local libraries added to the statewide public library union catalog (PUBcat)(when combined with our interlibrary loan system via VALS), give local libraries the ability to locate at other libraries and easily request those items to meet the needs of local users; 3) when a library is ready to automate, its holdings can be extracted from PUBcat, providing a quality source of retrospective conversion (recon) records for building local online catalogs, as well as reducing the cost of recon for local libraries, i.e a MARC record is paid for once and then used again and again for a variety of purposes in a variety of local catalogs.

Project Title: Vermont Automated Libraries System & Services (VALS)

Project Number: DOL - 02_07

Library Name: State of Vermont Dept. of Libraries

Project Director: Sybil Brigham McShane

Phone Number: 802-828-3265

Email: sybil.mcshane@dol.state.vt.us

Library Building:

LSTA Funds Awarded: \$156,880 **Cash Match:** \$25,250

In Kind Contributions: \$ **Total Cost:** \$182,130

Number of Persons Served: 75,500

LSTA Purpose: Library technology, connectivity, and services

State Goal: Improve quality/accessibility of library/information resources

IMLS Primary Performance Category: Provide access to information, resources and ideas

IMLS Secondary Performance Category: Provide tools for the future

Primary Users: Library staff and volunteers, Statewide public

Secondary Users:

Primary Services: Information Access and Services, Interlibrary Loan, Technology Infrastructure

Secondary Services: Database access, Reference services, Statewide database licensing, Resource sharing, Intranets and extranets

Start Date: 7/1/02 **End Date:** 6/30/03

Statewide? ☒ **Partnership?** ☐ **Exemplary?** ☐ **OBE-Related?** ☐

Project Purpose: The Vermont Automated Libraries System (VALS): 1) provides access to and coordinates the statewide electronic library network for all types of libraries; 2) provides basic internet access especially for public libraries; 3a) provides for access to statewide bibliographic databases and union catalogs for local libraries and individuals; 3b) provides access to an electronic interlibrary loan system and e-mail for local libraries; 4) provides licensing and access to commercial databases for local libraries; 5) provides training and consulting services to all types of librarians in professional library practices involving technology in libraries; 6) acts as the electronic gateway for access to state and federal government information.

Project Activities/Methods: VALS is the technological and telecommunications backbone of the DOL as well as of the online portion of Vermont's resource sharing network. VALS acts as DOL's online library system making its resources available through DOL's online catalog, DOLcat. The system also supports the public library union catalog, PUBcat, the K-12 school union catalog, K12cat (both maintained by DOL) as

well as Z39.50 links to online catalogs of major Vermont libraries of all types and to other resources such as a state newspaper index, an catalog of archive collections and a host of state government information such as court opinions, public meeting schedules, state documents, etc. VALS provides dial access accounts to the internet via the state's GOVnet/K12net network at no cost to small public libraries that because of cost or local infrastructure have no other options. VALS also provides email accounts for all types of libraries to facilitate interlibrary loan and communication between libraries. An automated interlibrary loan request system links e-mail with a record in one of the online union catalogs, so libraries may initiate requests directly from the catalog to an owning library using email. VALS provides access to and pays for part of the cost of commercial databases licensed on a statewide basis. VALS staff of 1.0 FTE Information Technology Manager (also a professional librarian) and 1.0 FTE Information Technology Specialist oversee/operate the system, network and services as well as provide technical assistance, troubleshooting, and consulting services to local libraries. Other DOL staff as necessary also provide limited technical assistance. An 0.4 FTE professional librarian also works to provide training for local librarians on using VALS, using computers and commercial databases (see also "Statewide Library Development - Continuing Education, DOL - 02_10).

Project Outputs: In state FY2003, VALS staff provided technical assistance, troubleshooting or other advise to local libraries on 1,220 occasions. 100 local public libraries were provided with dial access internet accounts and just under 300 public, school and academic libraries were provided with web-based email accounts (primarily for interlibrary loan, as described above). 45,500 interlibrary loan requests were placed via VALS by all types of libraries in state FY2003. VALS also provided a limited license to OCLC's FirstSearch, primarily WorldCat and Wilson Select. 17,400 searches were made in the available FirstSearch databases. VALS also provided access to an LCMARC database through its online system vendor, SIRSI. 13 training sessions were also offered on VALS/Internet related topics

Project Outcomes:

Other Results: In December, 2002, DOL/VALS entered into a major two-year contract for statewide database licensing with GaleGroup. This effort is know as the Vermont Online Library (VOL). It is too early in the contract to have results to report, but more than 350 libraries had signed on as

members by the end of State FY2003.

Anecdotal Info:
Exemplary Reason:

FINANCIAL STATUS REPORT
(Long Form)

X Final Report

(Follow Instructions on previous pages and next page)

1. Federal Agency and Organizational Element to Which Report is Submitted. IMLS - State Program		2. Federal Grant or Other Identifying Number Assigned By Federal Agency LS-00-02-0046-02		OMB Approval No. 0348-0039	Page of 1 1 Pages
3. Recipient Organization (Name and complete address, including ZIP codes) Vermont Department of Libraries, 109 State Street, Montpelier, VT 05609-0601					
4. Employer Identification Number 03-6000274		5. Recipient Account Number or Identifying Number		6. Final Report <input type="checkbox"/> Yes <input type="checkbox"/> No	
				7. Basis <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual	
8. Funding Grant Period (See instructions) From: (Month, Day, Year) October 1, 2001		To: (Month, Day, Year) September 30, 2003		9. Period Covered by This Report From: (Month, Day, Year) October 1, 2001	
				To: (Month, Day, Year) September 30, 2003	
10. Transactions:		I Previously Reported		II This Period	
a. Total outlays				III Cumulative	
				1,683,519	
Refunds, rebates, etc.					
c. Program income used in accordance with the deduction alternative					
d. Net outlays (Line a, less the sum of lines b and c)				1,683,519	
Recipient's share of net outlays, consisting of:					
e. Third party (in-kind) contributions				-0-	
f. Other Federal awards authorized to be used to match this award				-0-	
g. (1) Funds used in accordance with the matching requirement				318,850	
(2) State funds used as MOE				774,076	
(3) State funds used for both matching and MOE (-)				(- 287,202)	
h. All other recipient outlays not shown on lines e, f, or g.				258,850	
i. Total recipient share of net outlays (sum of lines e, f, g, and h)				1,064,574	
j. Federal share of net outlays (line d less line i)				618,945	
k. Total unliquidated obligations				-0-	
l. Recipient's share of unliquidated obligations				-0-	
m. Federal share of unliquidated obligations				-0-	
n. Total Federal share (sum of lines j and m)				618,945	
o. Total Federal funds authorized for this funding period				618,945	
p. Unobligated balance of Federal funds (Line o minus line n)					
Program income consisting of:					
q. Disbursed program income shown on lines c and/or g above					
r. Disbursed program income using the addition alternative					
s. Undisbursed program income					
t. Total program income realized (Sum of lines q, r, and s)					
11. Indirect Expenses		a. Type of Rate (Place "X" in appropriate box) <input type="checkbox"/> Provisional <input checked="" type="checkbox"/> Predetermined <input type="checkbox"/> Final <input type="checkbox"/> Fixed			
		b. Rate		c. Base	
		d. Total Amount		e. Federal Share	
12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation					
Administration of the Act					
$\frac{618,945}{\text{Allotment}} \times .04 = \frac{24,758}{\text{Allowable}} - \frac{2,230}{\text{Actual}} = \frac{22,528}{\text{Difference}}$					
-0- Total 2001 Federal \$ not expended -0- Amount legally obligated - Date obligations expected to clear _____ -0- Total funds to be deobligated					
12. Certification: I certify to the best of my knowledge and belief that this report is correct and complete and that all outlays and unliquidated obligations are for the purposes are set forth in the award documents.					
Typed or Printed Name and Title Sybil Brigham McShane, State Librarian				Telephone (area code, number and extension) 802-828-3265	
Signature of Authorized Certifying Official				Date Report Submitted April 21, 2004	